



Minutes
Village of Glen Ellyn
Capital Improvements
Regular Meeting
August 10, 2021
7:00 PM
Glen Ellyn Civic Center Room 301

Board or Commission: Capital Improvement
Meeting: Regular
Quorum: Yes

Date: August 10, 2021
Called to Order: 7:02 p.m.
Adjourned: 7:57 p.m.

MEMBER ATTENDANCE:

Steve Szymanski	Chairman	Present
Joel Baldin	Commissioner	Present
Adam B. Biggam	Commissioner	Absent
Joshua J. Cattero	Commissioner	Absent
Arthur F. Foerster	Commissioner	Absent
Michael M. Lindquist	Commissioner	Present
Steve Neurauter	Commissioner	Present
Rocco J. Zuccherro	Commissioner	Present
Bill Payne	Trustee Liaison	Present via conf. call
Richard Daubert	Staff Liaison Professional Engineer	Absent

Also Present:

Tom Topor	Senior Civil Engineer
Dave Buckley	Public Works Director
Elisa Pollina	Recording Secretary

Public:

A. CALL TO ORDER

The August 10, 2021 meeting of the Capital Improvements Commission was called to order by Chairman Szymanski at 7:02 PM at the Glen Ellyn Civic Center.

B. PUBLIC COMMENT – None

C. APPROVAL OF MINUTES FROM JULY 13, 2021 MEETING

MOTION TO APPROVE MINUTES FROM JULY 13, 2021 CAPITAL IMPROVEMENTS COMMISSION MEETING

MOTION BY: Commissioner Lindquist

SECONDED BY: Commissioner Baldin

RESULT: UNANIMOUS APPROVAL

D. CURRENT BUSINESS - None

E. TRUSTEE'S REPORT – Trustee Payne reports that the Village Board signed the 2nd amendment of the redevelopment agreement; we now have access to Apex parking. We had a Village Board meeting last night, but it was cancelled due to the weather. It is rescheduled for next week. He adds that the Taste of Glen Ellyn starts this week.

F. OTHER BUSINESS – None

G. PUBLIC WORKS REPORT – Public Works Director Buckley reports that we have hired for our maintenance and forestry positions and have extended an offer for our Assistant Public Works Director position that we are waiting to hear back on. The Public Works Customer Request System is going live on August 23rd. We have RFP's going out for the maintenance and snow removal for the Civic Center parking garage.

H. PROJECT REPORT – (See attached report) Engineer Topor reports that multiple streets are under construction for our Utility Roadway Rehabilitation Project including Phillips Avenue, Vine Street, Evergreen, Ridgewood, and Center. The sanitary main improvements are completed and the storm sewer will be next. We hope to have this completed by mid-October. Chairman Szymanski asks if there are any concerns with the residents in having this work done. Senior Civil Engineer Topor states that we have a good system in place. There is a meeting and multiple communications with the residents (i.e. letters) ahead of the work. We have been given some suggestions on how to communicate with the residents better. The Street Resurfacing Project east of Glenbard West is going well. As of tomorrow the surface removal will be completed. We are looking to be 3 to 4 weeks ahead of schedule for this project.

CBD Utility Streetscape - Senior Civil Engineer Topor states that last month we met with the CIC to discuss the direction regarding the geometry changes to Duane/Main

and Main/Crescent. A memo was sent to the Village Board confirming the direction. We hope to further discuss this with the Village Board soon. The cost of monitoring and collecting the data is \$30,000. That will be an increase to the contract of engineering. Civiltech is asking for an increase in the contract for the extra work they put in. They asked for \$420,000; we negotiated and made concessions to get to \$290,000. He adds that we are close to seeing a Phase 1 rollout around August 31st. We are looking to start awarding contracts in October. The overall project to start in March 2022.

Chairman Szymanski asks if there are any concerns with getting materials. Engineer Topor states we are working on ordering street light poles, which have a relatively short lead time. All other standard items are still available. We are also working on finalizing our tree list. We are looking to plant 4" diameter trees, but there will be some 7-10" diameter trees that we are looking to tag and secure.

Chairman Szymanski asks if there is any talk on Phase 2 and 3 in the timeline. Engineer Topor states that we are looking at potentially combining designs for Phase 2 and 3 for added cost savings.

Commissioner Lindquist asks if we are purchasing bricks from one company. Engineer Topor states that we are looking to have the contractor secure the bricks. Topor adds we are looking to purchase the trees ahead of time. Public Works Director Buckley states we tag them and they will hold them for us until we need them. The Suburban Tree Consortium may not have everything we need, so we may need to look for other nurseries.

Chairman Szymanski reports he and a few others met with some businesses downtown who asked about where deliveries would be dropped off. He adds that Toot Toots could be a spot where deliveries can be set up. Engineer Topor states that we are still addressing the delivery and loading areas with UPS, USPS, and FedEx. Public Works Director Buckley states that Glen Ellyn is not used to having an area for drop off, so we can set these areas up with the Streetscape project where it works. He adds that we can put up signs and move them if needed.

Commissioner Neurauter asks if we have tested any areas where we will have drop off zones. Trustee Payne replies that we are going to put some signs up and try some different options. Public Works Director Buckley adds that we are looking to do that in September.

Commissioner Neurauter asks if we can count how many deliveries there are in a day. Engineer Topor states that they can check that data. Chairman Szymanski adds we can also ask businesses how many deliveries they have in a day/week. We can survey them and find out what times the deliveries happen most.

Chairman Szymanski thanks everyone for their continued support, creativity, and ideas.

- I. ADJOURNMENT** – Commissioner Neurauter motions and Commissioner Lindquist seconds to adjourn the meeting. The meeting was adjourned at 7:57 p.m.

Submitted by Elisa Pollina, Recording Secretary

Reviewed by Richard Daubert